

AGENDA

**BOISE CITY HOUSING AUTHORITY COMMISSIONERS
ADA COUNTY HOUSING AUTHORITY COMMISSIONERS
SHORELINE PLAZA, INC. DIRECTORS
AFFORDABLE HOUSING SOLUTIONS, INC. DIRECTORS**

MEETING OF THE BOARD OF COMMISSIONERS AND DIRECTORS

**December 12, 2018 @ 4:00 p.m. – Housing Authority-3rd Floor Board Room
1276 River Street, Suite 300, Boise, Idaho**

CALL TO ORDER

ROLL CALL

CONSENT AGENDA (ACTION ITEM)

- I. Approval of Minutes**
 - a. Meeting of the Board of Commissioners of November 14, 2018 – BCACHA**
 - b. Special Meeting of the Board of Commissioners of November 29, 2018 – BCACHA**

REPORTS

- I. Chairman's Report**
- II. Executive Director's Report**
- III. Report on Properties**
- IV. Report on Programs**

OLD BUSINESS

- I. Orchard Street Property Update – Ben Duke**

NEW BUSINESS

- I. Consideration of BCHA Resolution No. 525 – Resolution Approving the Section 8 Management Assessment Program (SEMAP) Certification (ACTION ITEM)**
- II. Consideration of ACHA Resolution No. 322 – Resolution Approving the Section 8 Management Assessment Program (SEMAP) Certification (ACTION ITEM)**
- III. Moore Street Development Subcommittee Report (ACTION ITEM)**

**BOISE CITY HOUSING AUTHORITY,
ADA COUNTY HOUSING AUTHORITY,
SHORELINE INC. AND
AFFORDABLE HOUSING SOLUTIONS, INC.**

**MEETING OF THE BOARD OF
COMMISSIONERS AND DIRECTORS**

December 12, 2018

TIME AND PLACE OF MEETING

Vice Chairman Kent Rock called the meeting to order at 4:05 p.m. on Wednesday, December 12, 2018. The meeting was held at the Boise City/Ada County Housing Authority Board Room, 1276 River Street, Boise, Idaho.

ROLL CALL

Commissioners Present: Vice Chairman Kent Rock, Commissioner Yvette Ashton, Commissioner Gary Machacek, Commissioner Shellan Rodriguez, Ex-Officio Commissioner Elaine Clegg, and Student Commissioner Garrett Richardson

Commissioners Absent: Chairman Raquel Guglielmetti, Commissioner Miguel Legarreta, Commissioner Jennifer Seamons, and Student Commissioner Maggie Schultz

Others Present: Executive Director Deanna Watson, Boise Deputy City Attorney Rob McQuade, Ada County Deputy Attorney Steve Rutherford, Boise City Grants and Programs Manager Rhiannon Avery, Development Director Bob Reed, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Senior Staff Accountant Annette Sampson, Development Construction Manager Ben Duke, Executive Assistant Ann Upchurch

CONSENT AGENDA

Commissioner Machacek moved to approve the Consent Agenda. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

REPORTS

I. Chairman's Report

Vice Chairman Rock did not have a report.

II. Executive Director's Report

Executive Director Deanna Watson referred the Commissioners to her Board Update for December with a few additions:

Meridian's "Housing Focus Group": Ms. Watson has been serving on the City of Meridian's "Housing Focus Group," a group that is working on the revision of the city's comprehensive plan. She said the discussions have been disconcerting as the need for different types of housing opportunities are considered. There seems to be little understanding of Section 504 requirements and issues. One participant stated recently that the first priority for the city should be to make sure there are plenty of housing options for CEO's and doctors. Other housing options would fill in. This is eye-opening in terms of the values for this city, the second largest in Idaho.

New Path Community Housing: Vice Chairman Rock asked Ms. Watson if there is still going to be an open house for the New Path community. Ms. Watson stated that there was a smaller media event that took place last Thursday, at the time that the original open house had been scheduled. The public wasn't invited and a presentation was made to provide the media with a question and answer opportunity. They toured the common area and possibly one vacant apartment. She does not know if there is still a plan for a larger open house or not.

Shoreline Plaza: There was a REAC (Real Estate Assessment Center) inspection at Shoreline Plaza earlier this month. The final report has not been received yet, but we know that there were issues found regarding the roof. We had intended to postpone replacing the roof until next fiscal year, but it will need to be replaced as soon as weather permits. Bob Reed is looking into what is needed to get started on the project as it pertains to our lenders.

III. Report on Properties

Ben Duke stated that there are two on-going projects. The Safety & Security Grant is almost completed but it was determined that there were two additional pole lights that needed to be replaced. The contractor ordered the new lights, but was sent incorrect wrong materials. They have been reordered and should be received this week. Shoreline North needs to have the elevated walkways supported and the concrete sealed. An engineer has given us a report as to the scope of the project.

IV. Report on Programs

New Path: Deanna Watson reviewed the progress in leasing apartments at New Path. Currently, 38 of the 40 units are occupied. Within the last few weeks, staff had a productive meeting with the developer, Caleb Roope of the Pacific Companies. He was able to adjust the numbers for his investors by recalculating the vacancy loss from 7% to 5% based on the 2-month vacancy loss provisions available through the project based voucher program. Ultimately, we agreed that there are 36 studio apartments and 4 one-bedroom apartments. With the change in definition of the unit types and the addition of funds from a \$500,000 loan / grant the project received without notifying the housing authority, the requirement of a new subsidy layering review by HUD was triggered. The Seattle HUD office has said they will perform the review on an expedited schedule, but we do not know what that means in terms of completion time. Meanwhile, we cannot pay rent until the SLR is completed.

OLD BUSINESS

I. Orchard Street Property Update

Ben Duke provided the update on the renovation progress at the new office building on Orchard. He said there have been a few issues identified, but the contractor and architects are working through them. Overall, the project is coming along very well. It may be approximately one week behind schedule, but the contractor has built in some leeway during the holiday season. Ben expects that the project should be on track again by the end of the month. He has revised his anticipated “transition” move-in time frame to be the first week in March, rather than the last week in February.

The steel studs are all installed, the electrical is approximately 75% completed, plumbing is 100% roughed in and HVAC is approximately 60% done. Commissioner Machacek asked about any change orders and the only one so far is an add-alternate that the agency has decided to not take. Only one interior window will be included, providing indirect natural light to the executive assistant’s office space.

NEW BUSINESS

I. Consideration of BCHA Resolution No. 525 – Resolution Approving the Section 8 Management Assessment Program (SEMAP) Certification

Jillian Patterson provided a brief explanation of the SEMAP certification process, a type of “report card” for the Section 8 program. The agency reviews the program every year over 14 indicators and one bonus category. HUD reviews our report and provides a final determination.

Commissioner Ashton moved to approve BCHA Resolution No. 525, a resolution approving the Section 8 Management Assessment Program (SEMAP) Certification. Commissioner Machacek seconded the motion. The motion passed unanimously by a voice vote.

II. Consideration of ACHA Resolution No. 322 – Resolution Approving the Section 8 Management Assessment Program (SEMAP) Certification

Commissioner Ashton moved to approve ACHA Resolution No. 322 – Resolution Approving the Section 8 Management Assessment Program (SEMAP) Certification. Commissioner Machacek seconded the motion. The motion passed unanimously by a voice vote.

III. Moore Street Development Subcommittee Report

Bob Reed gave a summary of the current status of the Moore Street property. Since it has not been awarded LIHTC allocations over the past two years, a sub-committee was formed at the request of the Board at the November Board meeting. The purpose of this committee is to consider other options for this property or to perhaps look at different property that is located in a

qualified census tract. Members of the committee are Board members Shellan Rodriguez, Kent Rock and Raquel Guglielmetti, Boise City Grants and Programs Manager Rhiannon Avery, and agency staff Deanna Watson and Bob Reed. Commissioner Rodriguez stated that now is a good opportunity for the housing authority to play a greater role with other agencies to create other housing options. The committee did feel strongly that it should try to exhaust all options regarding the Moore Street property first.

Elaine Clegg mentioned that the City Council approved Valor Point rezoning request at last night's meeting. There was opposition from neighbors and she will be visiting more with them over coffee in the coming days. Most concerns were noise, traffic and landscape barrier concerns. She will present the evidence that shows that homeless veterans do not own so many vehicles as to make traffic and parking an issue. She mentioned that in these situations it is best to keep the conversation going so that neighbor groups know they are being heard and have a contact with the City. The location for Valor Point is excellent for transportation and services. There will be an on-site manager and each resident has a case manager through the VA.


Between the 40 units at New Path and the 26 at Valor Point, the City is making good progress on staying in front the chronically homeless problem. Jillian Patterson offered to provide statistics and information regarding the value of such a community as it pertains to neighbors and neighborhoods.

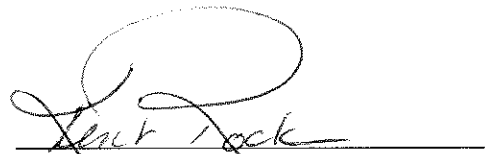
Vice Chairman Rock mentioned that he has been made aware through the building contractors association with which he is affiliated with that there are out-of-town attorneys knocking on doors in Eagle, asking home owners about moisture in their basements. They will lift up plastic barriers to show moisture and offer to include them in class action suites. He just wanted the Board to be aware of such tactics going around in the community.

The Board was reminded about the agency's Christmas party tomorrow. Shellan gave a big "thank you" to the staff for all their hard work this year. And it was announced that we will be losing Rob McQuade, City of Boise Deputy Attorney, as he is leaving for another position.

At 4:45 p.m., there being no further business, Commissioner Machacek moved to adjourn the meeting. Commissioner Ashton seconded the motion which passed unanimously by a voice vote. The meeting was adjourned.

Respectfully submitted,


Deanna L. Watson, Executive Director


Kent Rock, Vice Chairman